

From: Armstrong, Joan [Armstrong.Joan@epa.gov]
Sent: 8/18/2020 11:59:33 PM
To: R3 ECAD_MGRs [R3_ECAD_MGRs@epa.gov]
Subject: ACTION: RA Deadline Tracker, Request for Extension, Postponed Meetings due 2 PM 8/20/2020
Attachments: Req for Extension CD_AO Obligations -8_18_2020.xlsx; Postponed Meetings - 8_18_2020.xlsx; Deadline Tracker - 8_18_2020.xlsx

Hi Everyone,

We need to update **THREE** items this week for the RA Tracker/Dashboard by no later than **2 PM on Thursday 8/20/20**:

1) Deadline Tracker:

Please review the attached and let me know if we need to:

- a) ADD any projected enforcement actions estimated to be completed by **September 30**
- b) Mark any actions as complete (provide completed date)
- c) Change any projected completion date (provide a reason for the change)

If you have any changes to the spreadsheet, please make any changes and highlight your changes in yellow and send back the spreadsheet to me by **2 PM Thursday 8/20**.

2) Request for Extensions for CDs/AOCs and other Force Majeure requests:

Please review the attached and let me know if we need to:

- a) ADD any requests for delays
- b) Change anything in the narrative detail column or ECAD/ORC response
- c) Please note: Column F: Extension Date Requested – this should be the date that the Respondent is requesting an extension **to**, NOT the date they made the actual request for the extension.
- d) Any new requests, please also forward the actual request (NEW requirement – so I can add to OECA Tracker)

If you have any changes to the spreadsheet, please make any changes and highlight your changes in yellow and send back the spreadsheet to me by **2 PM Thursday 8/20**.

3) Postponed Meetings

Please update this list with any meetings/conferences/trainings that have been postponed through **9/30/2020**.

Please use as reference the spreadsheet attached as to the types of meetings/conferences/trainings we reported last time.

If you have any changes/additions to the Postponed Meetings spreadsheet, please make any changes and highlight your changes in yellow and send back the spreadsheet to me by **2 PM Thursday 8/20**.

Thanks, and feel free to call me if you have any questions.

Joan

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